

CITY OF MARYSVILLE
Snohomish County, Washington
January 1, 1994 Through December 31, 1994

Schedule Of Findings

1. The Police Department Should Track Traffic Citations From Issuance To Disposition

During our review of the traffic citations issued by the City of Marysville Police Department we learned that the department makes no comparison of citations issued with those received by the Municipal Court.

This same problem was the subject of a finding in our 1993 audit report for the City of Marysville. During 1994, city officials improved controls over the issuance of citation books; however, control procedures to track citations to disposition with the court have not been fully implemented.

RCW 46.64.010 states in part:

The chief administrative officer of every traffic enforcement agency shall require the return to him of a copy of every traffic citation issued by an officer under his supervision to an alleged violator of any traffic law or ordinance and of all copies of every traffic citation which has been spoiled or upon which any entry has been made and not issued to an alleged violator . . .

Such chief administrative officer shall also maintain or cause to be maintained in connection with every traffic citation issued by an officer under his supervision a record of the disposition of the charge by the court or its traffic violation bureau in which the original or copy of the traffic citation was deposited

RCW 46.64.010 also states in part:

Every record of traffic citations required in this section shall be audited monthly by the appropriate fiscal officer of the government agency to which the traffic enforcement agency is responsible.

Since the police department does not track traffic citations to ensure that they receive some proper disposition with the Municipal Court, citations could be missing and not be detected in a timely manner. Absent required controls, the city cannot be assured that their Municipal Court will have the opportunity to collect all traffic fines owed, or require all mandatory court appearances by defendants.

We recommend that the police department complete their work to establish procedures that will ensure all citations issued receive some formal disposition with the court.

We also recommend that the city's finance department continue to provide appropriate oversight.